Internal Scrutiny Committee Work Programme 2018/19

The Internal Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events, training and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](http://mgintranet/ieListDocuments.aspx?CId=914&MId=2916&Ver=4&info=1&bcr=1) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Internal Scrutiny Committee will:

* Determine which Overview and Scrutiny Committee considers a matter where this is not clear.
* Receive for approval requests from the other Overview and Scrutiny Committees to establish task groups and/or other working groups
* Receive for approval requests from the other Overview and Scrutiny Committees to establish as necessary joint working arrangements with district councils and other neighbouring authorities
* Review and scrutinise all services provided by the authority, unless specifically covered by the terms of reference of another Overview and Scrutiny Committee
* Consider matters relating to the general effectiveness and development of Overview and Scrutiny in the authority including training for County Councillors and Co-optees
* Recommend the Full Council to co-opt on to a Committee persons with appropriate expertise, without voting rights
* Establish arrangements for the scrutiny of member development, and receive reports from the Member Development Working Group

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda. The dates are indicative of when the Internal Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

| **Topic** | **Scrutiny Purpose**  **(objectives, initial outcomes)** | **Scrutiny Method** | **Lead Officers/**  **Organisation** | **Proposed**  **Date(s)** | **Recommendations** | **Progress** |
| --- | --- | --- | --- | --- | --- | --- |
| Meeting | | | | | | |
| Lancashire Highways – Pothole repairs update | Update on progress around Lancashire on repairs to potholes including impact of the extra funding to support this work. | Committee meeting | Harvey Danson/  Rob Wilson/  Ridwan Musa/  Paul Binks/  Phil Barrett/  CC Keith Iddon | 20 July 2018 | The content of the report presented be noted. | NA |
| Highways Winter Service Plan Update | Update on plans including lessons learnt from 2017/18, winter gritting and assessment process for new grit bins. Also information on process for new housing developments and impact on service. | Committee meeting | Harvey Danson/  Rob Wilson/  Ridwan Musa/  Paul Binks/  Phil Barrett/  CC Keith Iddon  CC Joe Cooney | 20 July 2018 | The task and finish group relating to grit bin assessment and provision is currently in progress and will report back to the service be noted.  The treatment intervention level proposal be reviewed by the Grit Bin task and finish group.  Legal advice be sought on the gritter tracking system and twitter feed. | Completed with report in January 2019  Completed  Advice sought and reported |
| Lancashire Parking Services | Information to members on current issues around parking enforcement particularly in villages and schools.  Parking services transition from district to county. | Committee meeting | Peter Bell | 21 September 2018 | Information on the pilot scheme and any new parking schemes be circulated to members when available.  The Lancashire parking services report and presentation be circulated to all county councillors. | Awaiting information |
| Winter Gritting Service – Grit Bin Provision Task Group | Final report of the task group | Committee meeting | CC Joe Cooney | 21 September 2018 | An additional recommendation on engaging external contractors for treating secondary routes be added to the report.  Responses from the Cabinet Member for Highways and Transport be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting. | Completed |
| Customer Access Service | Update to members on any impact of budget savings agreed.  Update on improvements to the service particularly around telephone response times. | Committee meeting | Terry White/ CC Peter Buckley | 16 November 2018 | The content of the report presented be noted. | NA |
| Household Waste Recycling Centres (HWRC) | Update to committee following the review of the service in September. | Committee meeting | Steve Scott/  CC Albert Atkinson | 16 November 2018 | The content of the report presented be noted. | NA |
| Winter Gritting Service – Grit Bin Provision Task Group | Initial response to the report recommendations | Committee meeting | Phil Durnell | 16 November 2018 | The initial response presented be noted. | Further response in January 2019. |
| Budget savings update | Update on budget savings impact on services identified in January 2018 including:   * Residual Waste * Conservation and Collection Team * Community Transport * Vacancies * Budget Early Intervention and Prevention * Waste Arisings | Committee meeting | Richard Hothersall/Neil Kissock | 18 January 2019 | Update to be brought back to future meeting of Committee. |  |
| Winter Gritting Service – Grit Bin Provision Task Group | Response to the report recommendations | Committee meeting | Phil Durnell/Ridwan Musa  CC Keith Iddon | 18 January 2019 | Bite size briefing to be arranged. | Bite size briefing scheduled for Nov 19. |
| Single Use Plastics Task Group | Final report of the task group | Committee meeting | CC Gina Dowding | 18 January 2019 | Consider writing to Central Government in regards to setting out legislation for the banning of sky lanterns across Lancashire.  Receive an update report in six months' time.  Bite size briefing to be arranged.  Responses from the relevant Cabinet Members to be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting. | Update report detailing responses from Cabinet Members scheduled for May 2019. |
| 'Does Local Government Work for Women' Task Group | Final report of the task group | Committee meeting | CC Erica Lewis | 15 March 2019 | Responses from the relevant Cabinet Members to be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting. | Update report detailing responses from Cabinet Members scheduled for July 2019 |
| Local Government Funding and Income Generation Task Group | Further update to committee on progress of recommendations | Committee meeting | Neil Kissock | 15 March 2019 | Further update to be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting. |  |
| Single Use Plastics Task Group | Initial response to the report recommendations | Committee meeting | Steve Scott/Rachel Tanner/Clare Joynson/Ajay Sethi/Ginette Unsworth | 17 May 2019 |  |  |
| Regulation of Investigatory Powers | To provide an annual update to the committee | Committee meeting | Laura Sales/Amanda Maxim | 17 May 2019 |  |  |
| 'Does Local Government Work for Women' Task Group | Initial response to the report recommendations | Committee meeting | Josh Mynott | 17 May 2019 |  |  |
| Winter Service Review | Including update on the road surface treatment level trigger | Committee meeting | Phil Durnell/  Ridwan Musa  CC K Iddon | 12 July 2019 |  |  |
| 16-19 Education and Skills | Statement of Priorities for 16-19 Education and Skills | Committee meeting | Ajay Sethi | 12 July 2019 |  |  |
| Blue Badges | Impact following changes to legislation. | Committee meeting | Sarah Jenkins/  Ben Zebrowski  CC Peter Buckley | 15 November 2019 |  |  |
| Budget savings update | Further update to the budget savings impact on services as agreed at the January 2019 meeting. | Committee meeting | Richard Hothersall/Neil Kissock | TBC |  |  |
| Task Group | | | | | | |
| 'Does Local Government Work for Women' | Task group agreed through Full Council | Task Group | CC Erica Lewis | Completed | Approval sought in March 2019 and response to recommendations to be considered in May 2019. |  |
| Grit Bin Placement Review | Task group agreed through Internal Scrutiny Committee | Task Group | CC Joe Cooney | Completed | Further response to Committee in January 2019. |  |
| Single Use Plastics | Task group agreed through Full Council | Task Group | CC Gina Dowding | Completed | Approval to be sought January 2019 and response to recommendations to be considered in May 2019. |  |
| Schools Causing Concern | Task group requested through Education Scrutiny Committee | Task Group | CC Jayne Rear | TBC | First meeting in January 2019. |  |
| Bite Size Briefing | | | | | | |
| Countryside Matters | Information to members on overview of the range of services provided including list of LCC sites | Bite size briefing for members | Andrew Mullaney/  CC Albert Atkinson | 26 November 2018 | Completed | NA |
| Update on Planning Matters | Information to members on changes to legislation and impact. | Bite size briefing for members | Andrew Mullaney/  CC Michael Green | TBC |  | NA |
| Lancashire Parking Services | Information to all members around parking services and enforcement across Lancashire | Bite size briefing | Peter Bell | 13 March 2019 |  | NA |
| Reducing Single Use Plastics | Information to all members on the issues of plastic waste and what is being done to address this and what role councillors can play. | Bite Size Briefing | TBC | TBC |  |  |
| Winter Gritting | Information to all members on winter gritting and how councillors can help more. | Bite Size Briefing | Phil Durnell/Ridwan Musa | November 2019 |  |  |
| Briefing Note | | | | | | |
| Planning Controls | Enforcement of planning controls including information on public perception. | Briefing note for members | Andrew Mullaney | January 2019 |  | Sent 05/02/19 |
| Street Lighting | Update on service timescales on publically reported faults plus energy spend update. | Briefing note for members | Mel Ormesher | January 2019 |  | Sent 05/02/19 |
| Member Grants, CGF and LIF | Impact on third sector and community organisations in relation to the withdrawal of funding. | Briefing note for members | TBC | June 2019 |  |  |
| Highway Verges | Monitoring and impact of additional funding. Information on different responsibilities of the county council and boroughs.  Environmental versus safety  Policy around trees on verges and type of trees planted (in relation to roots) | Briefing note for members | Ridwan Musa | January 2019 |  | Sent 05/02/19 |